



Beloit Community Development Authority
220 Portland Avenue
Beloit, WI 53511
(608) 364-8740
www.ci.beloit.wi.us

Determination of Actual Start Date for new Contract/Lease

The actual start date of the contract must be after:

1. The unit passes inspection
2. The Beloit CDA gives authorization to tenant to move into the unit. If the tenant is under contract with another Landlord, he/she has to give a proper 30-day or 60-day notice (depending on their contract/lease) before moving into another unit.

Note: If the family moves into the unit before the date authorized by the CDA, the family is responsible for the entire amount of contract rent for the period of time, prior to the approved start date. Owner's who allow the family to take possession or move into a unit before the approval of the CDA understand that the tenant will be responsible for the entire contract rent. We do not pay back to the time the tenant moves in.

HAP checks are mailed on the First Federal Business Day of the month after confirmation from the bank that HUD has deposited the monies into the CDA's HAP bank account.

It is the owner's responsibility to notify the Beloit Community Development Authority of any change in mailing address and/or telephone number.

Lost checks that have been mailed to the correct address will be the owner's responsibility. If you have not received your check after 10 days, please notify us. The bank will then be notified by us to place a stop pay on the check.

Stop check fees will be charged to the owner for replacing a check due to the owner not providing the proper mailing address or loss of the check after it has been mailed properly from our office.